

## **FREQUENTLY ASKED QUESTIONS (FAQs) FOR THOSE SEEKING A CONGRESSIONAL NOMINATION**

### **What is a Congressional nomination?**

Each year Congressman Brooks receives many inquiries from students who wish to attend a U.S. Service Academy from Alabama's Fifth Congressional District. One of the application requirements of all of the U.S. Service Academies (except for the U.S. Coast Guard Academy) is nomination by an official source. The nominating official is usually a member of Congress. Members of Congress may nominate applicants who meet the eligibility requirements established by law. Candidates are encouraged to apply to all nominating sources for which they are eligible including:

- Member of the U.S. House of Representatives who represents the congressional district in which the candidate resides
- Both U.S. Senators from his/her state
- Vice-President of the United States

### **What are the basic eligibility requirements?**

Each applicant for a nomination must meet the following eligibility requirements:

- Age: Be at least 17 years old, but not yet 23 years of age by July 1 of the year of entry to the Military, Naval or Air Force academies and not yet 25 years of age for the Merchant Marine Academy.
- Citizenship: Must be a U.S. citizen.
- Marital Status: Must be unmarried, not pregnant, and without legal obligation to support children or other dependents.
- Residence: Must reside within the boundaries of the 5th Congressional District of Alabama.
- Skill/Fitness: Must meet the medical, physical, and academic requirements of the Academy.

### **Whom do I contact to request an application packet?**

Students interested in applying for a nomination should contact Timothy Jackson at the Huntsville district office at 256-551-0190 or [timothy.jackson@mail.house.gov](mailto:timothy.jackson@mail.house.gov) in the spring of their junior year in high school. Application packet may be obtained at <http://brooks.house.gov>. Also, please note that it is extremely important that applicants complete the application process for each academy they are considering applying to.

### **What is the deadline for completing my applicant file?**

The congressional nomination form and other required documents (see below) must be submitted to the Huntsville district office no later than **5:00 p.m. on November 1, 2018** to complete each applicant file.

### **What happens after my file is complete?**

Qualified applicants who have submitted all required documents **by 5:00 p.m. on November 1, 2018** will be scheduled for an interview with Congressman Brooks' Service Academy Nomination Advisory Board. Interviews will be conducted in late November/early December 2018.

**What documents must be included in my applicant file?**

A complete file consists of the following items:

- Congressional nomination form
- High school and, if applicable, college transcripts
- American College Testing Program (ACT) results and/or College Board Scholastic Assessment Test (SAT) results
- Résumé
- Essay Questions
- Three (3) completed personal recommendation forms completed by adult non-family members (i.e. teacher, counselor, employer, coach, clergy, scoutmaster).
- Current wallet-size photo attached to the first page of the nomination form

**Why does Congressman Brooks use a nominating board?**

This board evaluates applicants and recommends candidates for nomination. This well-qualified, non-partisan board will ensure a fair and impartial process.

**What criteria does the board use in selecting candidates?**

Nominations are based on a "whole person" evaluation. Factors such as academic achievements, extra-curricular activities, leadership skills, physical aptitude, character, motivation and interview are taken into consideration and compared with other applicants.

**What is Congressman Brooks' "method of nomination"?**

Nominations will be determined using the competitive method with all nominees submitted unranked to the academies, allowing equal opportunity for each candidate nominated from the district. This method allows Congressman Brooks to nominate up to 10 qualified candidates for each available opening. The academy itself will make the final selection.

**Is the application process the same for all of the service academies?**

Each academy has its own selection process for admittance. Applicants must complete the application process for each academy that they are considering attending. Visit the academy of your choice via the websites noted for each academy's particular admissions qualifications. Nominations are required for all but the U.S. Coast Guard Academy.

**If I receive a nomination will I automatically be selected by the academy?**

No. You will be placed among a select group of nominees, and the academy of your choice will make the final decision. If selected, you will receive an offer of admission (an appointment) directly from the academy.

**What if I choose more than one academy? Will I be limited to a single nomination?**

No. It is possible to receive more than one nomination depending on how well you have competed among this year's pool of candidates.

**When will I know if I have been offered an appointment by an academy?**

Some academies will begin to notify candidates of their admission status as early as January. All offers of appointment are generally sent out by May.

For more information, please visit Congressman Brooks' website located at <http://brooks.house.gov>.